

PLANNING COMMISSION MEETING MINUTES

On this the 20th day of April 2016, the Planning Commission of the City of Rosenberg, Fort Bend County, Texas, met in a regular meeting at the Rosenberg City Hall Council Chamber, 2110 4th Street, Rosenberg, Texas 77471.

COMMISSIONERS PRESENT

James Urbish	Planning Commission Chairperson
Lester Phipps, Jr.	Planning Commission Vice Chairperson
Wayne Poldrack	Planning Commission Secretary
Steven Monk	Planning Commissioner

COMMISSIONERS ABSENT

Charlotte Davis	Planning Commissioner
Sergio Villagomez	Planning Commissioner

STAFF PRESENT

Susan Euton	Councilor, District No. 2
Charles Kalkomey	City Engineer
Travis Tanner	Executive Director of Community Development
Ian Knox	Planning Administrator
Janet Eder	Senior Administrative Specialist

OTHERS PRESENT

Bud Friedman	Fort Bend Real Estate Corporation
Kelly Ferguson	Fort Bend Real Estate Corporation
Ben Chiasson	Duplantis Design Group (Mons Plaza Partial Replat No. 1)
Mary McKenzie	Hovis Surveying Company (Community Focus Foundation)
Paul Reed	Paragon Outlets Rosenberg
Andrew Allemand	Windrose Land Services (Mons Plaza Partial Replat No. 1)

CALL TO ORDER

Chairperson Urbish called the meeting to order at 5:00 p.m.

AGENDA

1. CONSIDERATION OF AND ACTION ON MINUTES OF THE REGULAR PLANNING COMMISSION MEETING OF MARCH 16, 2016.

Action Taken: Vice Chairperson Phipps moved, seconded by Commissioner Poldrack to approve the minutes of the Regular Planning Commission Meeting of March 16, 2016 as presented. The motion carried unanimously by those present.

2. CONSIDERATION OF AND ACTION ON REVISED MINUTES OF THE REGULAR PLANNING COMMISSION MEETING OF FEBRUARY 17, 2016.

Action Taken: Vice Chairperson Phipps moved, seconded by Commissioner Poldrack to approve the revised minutes of the Regular Planning Commission Meeting on February 17, 2016 as presented. The motion carried unanimously by those present.

3. HOLD PUBLIC HEARING ON A PRELIMINARY PLAT OF MONS PLAZA PARTIAL REPLAT NO. 1, A SUBDIVISION OF 6.4700 ACRES OR 281,835 SQUARE FEET OF LAND, BEING A REPLAT OF RESTRICTED RESERVES "A" AND "C", MONS PLAZA, RECORDED UNDER PLAT NO. 20060289, FORT BEND COUNTY PLAT RECORDS, SITUATED IN THE HENRY SCOTT LEAGUE, ABSTRACT NO. 83, CITY OF ROSENBERG, FORT BEND COUNTY, TEXAS; 1 BLOCK AND 1 RESERVE.

Executive Summary: The purpose of this agenda item is to hold a Public Hearing on the Preliminary Plat of Mons Plaza Partial Replat No. 1. This replat consists of 6.47 acres located at the southeast corner of State Highway 36 and Mons Avenue.

Because this is a replat of a previous subdivision, a Public Hearing is required per State law and per the City's "Subdivision" Ordinance.

Staff recommends holding the hearing prior to the Planning Commission taking action on the plat in a subsequent Agenda item.

Key Discussion:

- Mr. Tanner presented the item and reviewed the Executive Summary.

Chairperson Urbish opened the public hearing at 5:04 p.m. After three calls for speakers, no one came forward. Chairperson Urbish closed the public hearing at 5:05 p.m.

4. **CONSIDERATION OF AND ACTION ON A LAND PLAN OF PARAGON OUTLETS ROSENBERG, BEING A 63.521 ACRE TRACT OF LAND LYING IN THE R. E. HANDY SURVEY, ABSTRACT 187 IN FORT BEND COUNTY, TEXAS, BEING ALL OF UNRESTRICTED RESERVE "B" AND PART OF RESERVE "C" OF THE READING CENTER, AS RECORDED IN SLIDE NUMBERS 1680A AND 1680B OF THE PLAT RECORDS OF FORT BEND COUNTY, TEXAS, AND ALSO BEING ALL OF UNRESTRICTED RESERVE "A" AND ALL OF UNRESTRICTED RESERVE "C" OF READING CENTER PHASE TWO, AS RECORDED IN SLIDE NUMBERS 1955B AND 1956A THE PLAT RECORDS OF FORT BEND COUNTY, TEXAS.**

Executive Summary: The Land Plan of Paragon Outlets Rosenberg contains 63.521 acres. It will consist of the development of the Paragon Outlet Mall and related amenities. The property is located at the southwest corner of the intersection of U.S. 59/I-69 and Reading Road, within the City limits and in MUD No. 159. On May 19, 2015, City Council entered into a Performance Agreement with Paragon, which is attached for reference.

It should be noted the applicant has also submitted the required Traffic Impact Analysis (TIA) per the requirement of Land Plans in the "Subdivision" ordinance to determine what off-site improvements the developer must construct to mitigate its impacts. The TIA is currently under review by the City Engineer. City approval of the TIA, and a related determination of what improvements must be constructed, will be required before Final Plat approval.

Generally, the proposed Land Plan of Paragon Outlets Rosenberg provides for the widening and connection of Biotics Research Drive northwest to the U.S. 59/I-69 feeder. Biotics Research Drive will be a four (4) lane divided roadway with a 100' right-of-way width. The Plan also proposes Summer Park Way as a local street connecting to Reading Road.

It should also be noted that, due to location, the development must comply with the City's Interim Corridor Standards requiring additional standards on major corridors such as I-69 (e.g., predominantly masonry construction, enhanced landscaping requirements). With the proposed Land Plan not being in conflict with any City ordinances, staff recommends approval of the Land Plan of Paragon Outlets Rosenberg.

Key Discussion:

- Mr. Tanner presented the item and reviewed the Executive Summary.
- Commissioner Poldrack inquired if there would be one entrance to the development off the feeder road.
- Mr. Tanner was not certain of additional entrances into the development.
- Mr. Kalkomey stated that there would be two access points off of US59/I-69, including the connection of Biotics Research Drive.
- Commissioner Poldrack inquired if there would be an entrance off of Summer Park Way.
- Mr. Kalkomey replied that there would be one entrance off of Summer Park Way.
- Commissioner Poldrack inquired about access entrances off of Reading Road.
- Mr. Kalkomey replied that he did not anticipate any entrances off of Reading Road other than the public streets connecting to it.
- Vice Chairperson Phipps inquired about the implementation of traffic signals prior to the opening of Paragon Outlets Rosenberg.
- Mr. Kalkomey stated that the traffic signal at Reading and Spacek Roads would be completed before Paragon Outlets Rosenberg opened. The only other traffic signal being discussed at this time was at Spacek Road and Biotics Research Drive.
- Commissioner Poldrack inquired about the completion date of the traffic signal located at Reading and Spacek Roads.

- Mr. Kalkomey replied that the developer has received approval to install the traffic signal; however, a start date is unknown.
- Commissioner Poldrack inquired about where the drainage would go from the development.
- Mr. Kalkomey replied that the drainage would flow southwest to Dry Creek through an off-site ditch yet to be constructed, but shown in the proposed Land Plan.
- Commissioner Poldrack inquired about whether the ditch would be paved.
- Mr. Kalkomey replied that the ditch would not likely be paved. However, plans for the ditch have not been submitted at this time.

Action taken: Commissioner Poldrack moved, seconded by Vice Chairperson Phipps to approve the Land Plan of Paragon Outlets Rosenberg, being a 63.521 acre tract of land lying in the R. E. Handy Survey, Abstract 187 in Fort Bend County, Texas, being all of unrestricted Reserve "B" and part of Reserve "C" of the Reading Center, as recorded in Slide Numbers 1680A and 1680B of the Plat Records of Fort Bend County, Texas, and also being all of unrestricted Reserve "A" and all of unrestricted Reserve "C" of Reading Center Phase Two, as recorded in Slide Numbers 1955B and 1956A the Plat Records of Fort Bend County, Texas. The motion carried unanimously by those present.

5. CONSIDERATION OF AND ACTION ON A PRELIMINARY PLAT OF MONS PLAZA PARTIAL REPLAT NO. 1, A SUBDIVISION OF 6.4700 ACRES OR 281,835 SQUARE FEET OF LAND, BEING A REPLAT OF RESTRICTED RESERVES "A" AND "C", MONS PLAZA, RECORDED UNDER PLAT NO. 20060289, FORT BEND COUNTY PLAT RECORDS, SITUATED IN THE HENRY SCOTT LEAGUE, ABSTRACT NO. 83, CITY OF ROSENBERG, FORT BEND COUNTY, TEXAS; 1 BLOCK AND 1 RESERVE.

Executive Summary: The Preliminary Plat of Mons Plaza Partial Replat No. 1 consists of 6.47 acres of land located at the southeast corner of State Highway 36 and Mons Avenue. The property runs east-west for nearly 900 feet on the south side of Mons, with the eastern property line being at the edge of the proposed 4th Street, which will be extended south as part of this development.

The replat is proposing to combine two (2) restricted commercial reserves into one (1) for the purposes of a grocery store. The platting of this property will also necessitate an off-site dedication of the future 4th Street right-of-way south of the property to connect to City storm sewer in Rice Street. The right-of-way must be secured before Final Plat approval and will be referenced on the plat.

The applicant has also submitted a Traffic Impact Analysis (TIA) to determine impacts on adjoining roadways, which is currently under review by the City Engineer. Seeing no conflicts with applicable regulations, staff recommends approval of the Preliminary Plat of Mons Plaza Partial Replat No. 1 contingent on approval of the TIA and any required improvements being determined at Final Plat.

Key Discussion:

- Mr. Tanner presented the item and reviewed the Executive Summary.
- Commissioner Poldrack inquired about the location of the entrances from Mons.
- Mr. Tanner replied that there are proposed entrances near the intersection with 3rd Street, and off of 4th Street, however there is concern about the number of curb cuts permitted between State Highway 36 and 4th Street.
- Commissioner Poldrack inquired if improvements would be made to 4th Street.
- Mr. Tanner replied that the development would cause 4th Street to be extended fifteen (15) feet south of the property line of the store, along with related utilities including water and storm sewer to be extended to Rice Street.
- Commissioner Poldrack inquired if the developer had a shared access agreement with Advance Auto.
- Mr. Tanner replied that there was.
- Mr. Ben Chiasson, 15215 Skybrook Lane, Houston, Texas. Mr. Chiasson discussed the two access points to the rear of the property that would eventually be used by large trucks.
- Commissioner Poldrack inquired if the building would prevent customer access from the rear of the property.
- Mr. Chiasson stated that there would be a pharmacy drive off Mons, however, there may be a possibility that customers would enter the property at the rear access drives.
- Commissioner Poldrack inquired about the easement in front of Advance Auto.
- Mr. Tanner replied that there does not appear to be a designated easement, perhaps only a cross access agreement.
- Commissioner Poldrack stated that it does not seem practical to have two access points so close

together. Commissioner Poldrack inquired about the distance between.

- Mr. Kalkomey stated that the developer has requested five access points along Mons, however, the City does not agree with that, and is in the process of negotiating.
- Commissioner Poldrack inquired about the completion date.
- Mr. Kalkomey replied that the Performance Agreement states December 18, 2018.
- Commissioner Poldrack inquired if the store was company-owned or a franchise.
- Mr. Chiasson replied that it was company-owned.

Action taken: Commissioner Poldrack moved, seconded by Vice Chairperson Phipps to approve the Preliminary Plat of Mons Plaza Partial Replat No. 1, a subdivision of 6.4700 acres or 281,835 square feet of land, being a replat of Restricted Reserves "A" and "C", Mons Plaza, recorded under Plat No. 20060289, Fort Bend County Plat Records, situated in the Henry Scott League, Abstract No. 83, City of Rosenberg, Fort Bend County, Texas; 1 block and 1 reserve. The motion carried unanimously by those present.

6. CONSIDERATION OF AND ACTION ON A PRELIMINARY PLAT OF THE TRAILS AT SEABOURNE PARKE SECTION FOUR, A SUBDIVISION OF 21.641 ACRES LOCATED IN THE G.M. STONE 1/3 LEAGUE SURVEY, ABSTRACT 312, CITY OF ROSENBERG, FORT BEND COUNTY, TEXAS, (FORT BEND COUNTY MUNICIPAL DISTRICT NO. 147); 103 LOTS, 3 RESERVES AND 4 BLOCKS.

Executive Summary: The Preliminary Plat of The Trails at Seabourne Parke Section Four consists of 21.641 acres and 103 single-family residential lots. It is located south of J. Meyer Road off of Park Thicket Lane, immediately east of The Trails at Seabourne Parke Section One. It is generally in the northeast quadrant of The Trails at Seabourne Parke adjoining Seabourne Creek to the east. The Plat is located within the City Limits and in Fort Bend County MUD No. 147.

All proposed lots are fifty feet (50') in width and a minimum of 6,000 square feet in size since the Land Plan was approved before the current standards relating to lot size. The Plat is in general conformance with the approved Land Plan dated June 2003 (see attached) in terms of density and lot size. The development was assigned to LGI Homes in 2014, and they are developing in accordance with the previously approved Land Plan.

The Preliminary Plat of this subdivision was originally approved by the Planning Commission on September 16, 2015. There have been no changes to the Preliminary Plat. However, the Preliminary Plat approval was allowed to expire and therefore it had to be placed on this agenda before the Final Plat could be approved. In addition to the Utility Agreement and Land Plan, this Plat/development is subject to a Road Improvement Agreement related to improvements to J Meyer Road that was amended to address the needed improvements before approval of the Final Plat of The Trails at Seabourne Parke Section Two or any subsequent plats. Those improvements have now been completed and are accepted by the City. There being no conflicts with applicable regulations or with the original Land Plan, staff recommends approval of the Preliminary Plat of The Trails at Seabourne Parke Section Four.

Key Discussion:

- Mr. Knox presented the item and reviewed the Executive Summary.
- Chairperson Urbish commented on the improvements being made to the development.
- Commissioner Poldrack inquired if TxDOT would allow an access entrance off of State Highway 36.
- Mr. Knox replied that he could not answer on behalf of TxDOT, but the property doesn't have access to 36.
- Commissioner Poldrack inquired about the driveway spacing requirements off of a major highway.
- Mr. Kalkomey replied that spacing would be a minimum of approximately 400 ft. (400').
- Commissioner Poldrack inquired about a secondary entrance for emergency purposes.
- Mr. Kalkomey replied that vacant land was available along State Highway 36 and that this area could possibly serve as a secondary entrance at some point in the future.
- Chairperson Urbish mentioned TxDOT's proposed traffic light at J. Meyer Road and FM 2218 and inquired as to whether it was a result of this development.
- Mr. Kalkomey replied that the traffic light was not a direct result of the development.

Action taken: Chairperson Urbish moved, seconded by Commissioner Poldrack to approve the Preliminary Plat of The Trails at Seabourne Parke Section Four, a subdivision of 21.641 acres located in the G.M. Stone 1/3 League Survey, Abstract 312, City of Rosenberg, Fort Bend County, Texas, (Fort Bend County Municipal District No. 147); 103 lots, 3 reserves and 4 blocks. The motion carried unanimously by those present.

7. **CONSIDERATION OF AND ACTION ON A PRELIMINARY PLAT OF TRAN PLAZA, A SUBDIVISION OF 9.9985 ACRES (435,538 SQ. FT.) TRACT OF LAND SITUATED IN THE S.A. AND M.G.R.R. COMPANY SURVEY, ABSTRACT 330, CITY OF ROSENBERG, FORT BEND COUNTY, TEXAS, SAID 9.9985 ACRE TRACT BEING OUT OF AND PART OF LOT 60 AND A PORTION OF LOT 69 OF THE SLAVIN AND GEORGE SUBDIVISION, RECORDED IN VOLUME 64, PAGE 252 OF THE DEED RECORDS OF FORT BEND COUNTY, TEXAS; 1 BLOCK AND 1 RESERVE.**

Executive Summary: The Preliminary Plat of Tran Plaza consists of 9.9985 acres total and one (1) reserve and is located off of Anton Stade Road, south of Randon School Road. The Preliminary Plat was originally approved on August 19, 2015. Therefore, the plat has expired. This is a resubmittal of the previous Preliminary Plat that needs approval before considering the Final Plat in a subsequent agenda item.

The Plat has its frontage (214') on Anton Stade Road and the site is over 2,000' in depth. The property is being restricted by way of this plat to commercial use. The proposed Plat also provides for dedication of a thirty-foot (30') strip of right-of-way for Anton Stade Road. The reason for this is that Fort Bend County's Thoroughfare Plan classifies this road as a 120' Major Thoroughfare. With the existing right-of-way width being 60', an additional 30' is required on each side.

Because the subject property is located both within the City Limits and in the Extraterritorial Jurisdiction (ETJ), the owner submitted a petition for voluntary annexation to avoid multiple sets of standards and going through the County's process in addition to the City. The petition was accepted by City Council on April 5, 2016, and at the time of this report, the annexation is scheduled for City Council's consideration on April 19, 2016. If approved, the entire property will be located within the City limits.

Seeing no issues in conflict with City ordinances, staff recommends approval of the Preliminary Replat of Tran Plaza.

Key Discussion:

- Mr. Knox presented the item and reviewed the Executive Summary.
- Mr. Knox added that City Council had approved the annexation the previous night (April 19, 2016), so the property was now all in the City limits.

Action Taken: Vice Chairperson Phipps moved, seconded by Commissioner Poldrack to approve the Preliminary Plat of Tran Plaza, a subdivision of 9.9985 acres (435,538 sq. ft.) tract of land situated in the S.A. and M.G.R.R. Company Survey, Abstract 330, City of Rosenberg, Fort Bend County, Texas, said 9.9985 acre tract being out of and part of Lot 60 and a portion of Lot 69 of the Slavin and George Subdivision, recorded in Volume 64, Page 252 of the Deed Records of Fort Bend County, Texas; 1 block and 1 reserve. The motion carried unanimously by those present.

8. **CONSIDERATION OF AND ACTION ON A FINAL PLAT OF COMMUNITY FOCUS FOUNDATION, A SUBDIVISION OF 43.8605 ACRES OF LAND OUT OF WILLIAM LUSK SURVEY, ABSTRACT NUMBER 276, CITY OF ROSENBERG, FORT BEND COUNTY, TEXAS; 1 RESERVE AND 1 BLOCK.**

Executive Summary: The Final Plat of Community Focus Foundation consists of 43.8605 acres and one (1) proposed reserve. The property is located on the south side of Rohan Road, approximately 500' east of FM 2977, and within the City Limits of the City of Rosenberg.

Existing improvements are located on the eastern side and include approximately one third (1/3) of the property. The improvements consist of a stadium and related improvements (e.g., parking). The stadium and adjoining vacant property to the west are owned by one (1) property owner. The property currently consists of two (2) tracts and the owner has chosen to plat it into one (1) reserve and would like to construct a gymnasium to the west of the stadium and use the overall property as an activity center. Platting the property will, among other things, eliminate the property line between the two (2) properties and help to avoid building setback line issues.

The property currently has access to City water in the Rohan Road right-of-way, but lacks access to public sanitary sewer service. In the plat, the applicant has proposed to dedicate right-of-way for Rohan Road in compliance with City requirements.

The Planning Commission approved the Preliminary Plat of Community Focus Foundation on December 16, 2015. Seeing no conflicts with applicable regulations, and with the proposed Final Plat being consistent with the approved Preliminary Plat, staff recommends that the Planning Commission recommend approval to City Council

of the Final Plat of Community Focus Foundation.

Key Discussion:

- Mr. Knox presented the item and reviewed the Executive Summary.
- Commissioner Poldrack inquired about the size of the activity center.
- Mr. Knox replied that the plans are in review, but staff did not have the exact square footage of the building available at this time.

Action Taken: Commissioner Poldrack moved, seconded by Vice Chairperson Phipps to recommend approval to City Council of the Final Plat of Community Focus Foundation, a subdivision of 43.8605 acres of land out of William Lusk Survey, Abstract Number 276, City of Rosenberg, Fort Bend County, Texas; 1 reserve and 1 block. The motion carried unanimously by those present.

9. CONSIDERATION OF AND ACTION ON A FINAL PLAT OF THE TRAILS AT SEABOURNE PARKE SECTION FOUR, A SUBDIVISION OF 21.641 ACRES LOCATED IN THE G.M. STONE 1/3 LEAGUE SURVEY, ABSTRACT 312, CITY OF ROSENBERG, FORT BEND COUNTY TEXAS (FORT BEND COUNTY MUNICIPAL UTILITY DISTRICT NO. 147); 103 LOTS, 3 RESERVES AND 4 BLOCKS.

Executive Summary: The Final Plat of The Trails at Seabourne Parke Section Four consists of 21.641 acres consisting of 103 single-family residential lots, three (3) reserves in four (4) blocks. It is located south of J. Meyer Road off of Park Thicket Lane, immediately east of The Trails at Seabourne Parke Section One. It is generally in the northeast quadrant of The Trails at Seabourne Parke adjoining Seabourne Creek to the east. The Plat is located within the City Limits and in Fort Bend County MUD No. 147.

All proposed lots are fifty feet (50') in width and a minimum of 6,000 square feet in size since the Land Plan was approved before the current standards relating to lot size. The Plat is in general conformance with the approved Land Plan dated June 2003 (see attached) in terms of density and lot size. The development was assigned to LGI Homes in 2014, and they are developing in accordance with the previously approved Land Plan.

The Planning Commission approved the Preliminary Plat of The Trails at Seabourne Parke Section Four on September 16, 2015. However, that approval has expired and the Preliminary Plat was reconsidered by the Commission earlier on this meeting's agenda. As discussed, the Preliminary Plat was allowed to expire and therefore had to be placed on the agenda before approving the Final Plat. Seeing no conflicts with applicable regulations, and with the proposed Final Plat being consistent with the approved Preliminary Plat, staff recommends that the Planning Commission recommend approval to City Council of the Final Plat of The Trails at Seabourne Parke Section Four. Said approval is subject to Preliminary Plat approval on previous Agenda Item No. 6.

Key Discussion:

- Mr. Knox presented the item and reviewed the Executive Summary.
- Commissioner Poldrack inquired if J. Meyer Road would be a major thoroughfare.
- Mr. Kalkomey replied that J. Meyer Road would be; however, right-of-way is still needed on the other side of the road from this development.

Action taken: Commissioner Poldrack moved, seconded by Vice Chairperson Phipps to recommend approval to City Council of the Final Plat of The Trails at Seabourne Parke Section Four, a subdivision of 21.641 acres located in the G.M. Stone 1/3 League Survey, Abstract 312, City of Rosenberg, Fort Bend County Texas (Fort Bend County Municipal Utility District No. 147); 103 lots, 3 reserves and 4 blocks. The motion carried unanimously by those present.

10. CONSIDERATION OF AND ACTION A FINAL PLAT OF TRAN PLAZA, A SUBDIVISION OF 9.9985 ACRES (435,538 SQ. FT.) TRACT OF LAND SITUATED IN THE S.A. AND M.G.R.R. COMPANY SURVEY, ABSTRACT 330, CITY OF ROSENBERG, FORT BEND COUNTY, TEXAS, SAID 9.9985 ACRE TRACT BEING OUT OF AND PART OF LOT 68 AND A PORTION OF LOT 69 OF THE SLAVIN AND GEORGE SUBDIVISION, RECORDED IN VOLUME 64, PAGE 252 OF THE DEED RECORDS OF FORT BEND COUNTY, TEXAS; 0 LOTS, 1 RESERVE (9.9985 ACRES) AND 1 BLOCK.

Executive Summary: As discussed, the Final Plat of Tran Plaza consists of 9.9985 acres and one (1) reserve and is located off of Anton Stade Road, south of Randon School Road.

The Plat has its frontage (214') on Anton Stade Road and the site is over 2,000' in depth. The property is being restricted by way of this plat to commercial use. The proposed Plat also provides for dedication of a thirty-foot (30') strip of right-of-way for Anton Stade Road. The reason for this is that Fort Bend County's Thoroughfare Plan classifies this road as a 120' Major Thoroughfare. With the existing right-of-way width being 60', an additional 30' is required on each side.

As discussed, because the subject property is located both within the City limits and in the Extraterritorial Jurisdiction (ETJ), the owner submitted a petition for voluntary annexation to avoid multiple sets of standards and going through the County's process in addition to the City. The petition was accepted by City Council on April 5, 2016, and at the time of this report, the annexation is scheduled for City Council's consideration on April 19, 2016. If approved, the entire property will be located within the City limits. Council Final Plat approval will not be considered until the annexation is complete.

The Preliminary Plat was allowed to expire and therefore had to be resubmitted as a previous agenda item. Seeing no conflicts with applicable regulations, staff recommends that the Planning Commission recommend approval to City Council of the Final Plat of Tran Plaza.

Key Discussion:

- Mr. Knox presented the item and reviewed the Executive Summary.
- Commissioner Poldrack inquired about what would be built on the property.
- Mr. Knox replied that the owner intends to build a church in the future.
- Chairperson Urbish inquired about the timeframe for getting water and sanitary sewer to the property.
- Mr. Knox replied that it depends on what is developed.

Action taken: Commissioner Poldrack moved, seconded by Vice Chairperson Phipps to recommend approval to City Council of the Final Plat of The Final Plat of Tran Plaza, a subdivision of 9.9985 acres (435,538 sq. ft.) tract of land situated in the S.A. and M.G.R.R. Company Survey, Abstract 330, City of Rosenberg, Fort Bend County, Texas, said 9.9985 acre tract being out of and part of Lot 68 and a portion of Lot 69 of the Slavin and George Subdivision, recorded in Volume 64, Page 252 of the Deed Records of Fort Bend County, Texas; 0 lots, 1 reserve (9.9985 acres) and 1 block. The motion carried unanimously by those present.

11. REVIEW AND DISCUSS PROPOSED REVISIONS TO CODE OF ORDINANCES, CHAPTER 25, ARTICLE III, SECTION 25-68, BUILDING LINES – SINGLE-FAMILY LOTS, AND CHAPTER 6, ARTICLE XV. – BUILDING AND SETBACK LINES, AND TAKE ACTION AS NECESSARY TO DIRECT STAFF.

Executive Summary: As previously discussed, City staff is currently working on a project to review and revise specific development-related ordinances. At the last Planning Commission meeting, ordinances related to parking were discussed. This month's agenda includes a review of and suggested revisions to the City's ordinances related to building lines. This is due to past issues with variances being required for both carports and primary structures in subdivisions that predate the City's current building setback lines. For example, an older subdivision may contain many existing carports, or even primary structures, encroaching on the currently required building lines; however, a variance through the Planning Commission and City Council (often a 3-month process) is required to essentially match the character of the existing area. The attachments provided seek to resolve these issues, in addition to making the overall process clearer. Following is a brief summary of the suggested revisions:

- Minor corrections to Chapter 6, Article XV;
- Allowance of carports encroaching on required setbacks when two (2) or more existing carports on the same street or block as the subject property, or five (5) or more in the same subdivision, encroach on the setbacks required in Section 25-68. Other conditions apply (e.g., 5' minimum setback, compatibility with existing structure);
- Allowance for "special exceptions" to residential building setback lines. For example, if a variance is sought to the building line requirements, rather than go through a lengthy process to Planning Commission and City Council as prescribed by the "Subdivision" ordinance, the Commission would have the authority to potentially grant an exception under conditions as they may apply. Variances, on the other hand, would then be reserved for variances during the actual subdivision process, rather than building or adding to a home; and
- Lots in subdivisions platted prior to the effective date of the ordinance shall not be required to meet the setback requirements if the applicant can present information, and City staff can verify, that the proposed construction will have setbacks greater than or equal to the average setback on the same block or street as the subject property.

The above would address a number of issues that have come about recently. Staff recommends that the Planning Commission review and discuss the proposed revisions and take action as necessary. Detailed revisions are attached for review and can be brought back to the Commission at a subsequent meeting for a recommendation to City Council.

Key Discussion:

- Mr. Tanner presented the item and reviewed the Executive Summary.
- Chairperson Urbish stated that many citizens in the City are not familiar with the carport ordinance.
- Vice Chairperson Phipps stated that standards and regulations are beneficial to the citizens of Rosenberg.
- Commissioner Poldrack inquired about right-of-way width in the older areas of Rosenberg.
- Mr. Tanner replied that the right-of-way width varies from approximately sixty (60') feet to eighty (80') feet in the older areas of Rosenberg.

Action taken: The Planning Commission provided staff with general direction to move forward with the proposed Code amendments.

12. REVIEW AND DISCUSS A STAFF PROPOSAL TO TRANSITION FROM PAPER DISTRIBUTION OF THE PLANNING COMMISSION AGENDA AND RELATED DOCUMENTATION TO AN ELECTRONIC DISTRIBUTION, AND TAKE ACTION AS NECESSARY TO DIRECT STAFF.

Executive Summary: This item has been placed on the agenda to receive feedback from the Planning Commission on potentially transitioning to a paperless agenda packet. The packet could be entirely electronic or, alternatively, hard copies of the plats could still be delivered in addition to the electronic agenda packet. Should the Commission want to go in this direction, staff would research options for viewing the packet at the meetings, similar to how City Council does at Council meetings. Staff recommends the Commission discuss the proposal and provide direction to staff.

Key Discussion:

- Mr. Tanner presented the item and reviewed the Executive Summary.
- Chairperson Urbish agreed with either paper or electronic distribution, but still preferred to receive large size plat copies.
- Commissioner Poldrack agreed with an electronic distribution of the agenda packet, but still preferred to receive large size plat copies.

Action taken: The Planning Commission provided staff with general direction to move forward with a paperless agenda packet, provided that Commissioners would still receive large size plat copies.

13. CONSIDERATION OF AND ACTION ON REQUESTS FOR FUTURE AGENDA ITEMS.

Executive Summary: This item allows the Planning Commission the opportunity to request that items be placed on future agendas.

Key Discussion:

- Mr. Tanner presented the item and reviewed the Executive Summary.
- Mr. Tanner stated that the street width item would be included at the next Planning Commission meeting.


No action taken.

14. ANNOUNCEMENTS.

Mr. Kalkomey made an announcement to keep Commissioners informed of the ongoing I-69 construction and related inconveniences to be expected.

15. ADJOURNMENT.

There being no further business, Chairperson Urbish adjourned the Rosenberg Planning Commission meeting at 5:54 p.m.


Janet Eder
Senior Administrative Specialist